

**Regular Session Minutes – Selectmen’s Meeting
Selectmen’s Meeting Room, Town Hall
Tuesday February 3, 2015, 7:30 p.m.**

PRESENT: Margot R. Fleischman, Chair, William S. Moonan, Caroline Fedele, Michael A. Rosenberg, Mark Siegenthaler, and Town Manager Richard T. Reed

ALSO PRESENT: Assistant Town Manager, Jessica Porter; Finance Director, Victor Garofalo; Ben Thomas and Steve Steele, Finance Committee; Michelle Saber; Michael Knight; William Deen, Cable TV Committee; Jim Shea; Recreation Director, Amy Hamilton; Public Works Director, Roy Sorenson; Dennis Freeman, Public Works; Youth and Family Services Director, Sue Baldauf; Meredith McCullough and Mary McBride, Press Representatives; Brian Dorrington, Bedford TV.

Chair Fleischman called the meeting to order at 7:30 p.m.

Chair Fleischman started by stating that tonight’s meeting was originally scheduled for Monday, February 2, 2015. The meeting was postponed due to weather conditions. Chair Fleischman went on to say that the two Public Hearing agenda items would not be closed this evening. Rather they would remain open until the Selectmen’s Meeting of February 9, 2015 to give the public a chance to respond.

**15-184 Public Hearing
 General Bylaw Amendment – Article 26- Cable Television Committee
 Amendment**

Mr. Rosenberg made a motion to open the Public Hearing to discuss General Bylaw Amendment – Article 26- Cable Television Committee Amendment. Ms. Fedele seconded the motion.

The motion passed 5-0-0.

William Deen from the Cable TV Committee addressed the Selectmen. Mr. Deen stated that he is in favor of amending the bylaw as it would correct three components: closer management, oversight of the funds and having the Cable TV Committee perform these functions as they are the logical choice.

Jim Shea also spoke to the Selectmen in favor of passing the amendment. Mr. Shea said that it is important for the Cable TV Committee to have access to financial information in order to better inform the Selectmen, which would benefit the Town of Bedford. Mr. Shea presented a letter from Scott Counsell. Mr. Counsell is a Bedford resident who is also in favor of passing this amendment but was unable to attend this evening’s meeting.

Mr. Moonan had a question about the wording of the amendment as opposed to the letter provided. The amendment stated that the Cable TV Committee would monitor the Town's cable television funds. The letter provided by Mr. Counsell stated that the Committee would have oversight of the funds. Mr. Moonan was concerned that oversight would imply discretion.

Mr. Siegenthaler asked who the petitioners were for this amendment. Mr. Shea stated it was Alicia Tillman and John Monahan. Mr. Siegenthaler stated it would be helpful to hear from the petitioners at the next meeting for further clarification.

Mr. Siegenthaler made a motion to continue the Public Hearing to discuss General Bylaw Amendment – Article 26- Cable Television Committee amendment until Monday, February 9, 2015 at 7:30 p.m. Ms. Fedele seconded the motion.

The motion passed 5-0-0.

**15-185 Public Hearing
General Bylaw Amendment – Article 30- Volunteer Coordinating
Committee Amendment**

Mr. Rosenberg made a motion to open the Public Hearing to discuss General Bylaw Amendment – Article 30- Volunteering Coordinating Committee Amendment. Mr. Siegenthaler seconded the motion.

The motion passed 5-0-0.

Mr. Rosenberg presented the bylaw amendment to the Selectmen as he is a member of the Charter Review Committee. Mr. Rosenberg outlined the changes which would keep the article in line with the Town's Charter amendments. Changes include increasing the Volunteer Coordinating Committee members from three to five and have the Committee not identify additional candidates for the appointing authority when incumbents are under consideration for reappointment.

Mr. Moonan made a motion to continue the Public Hearing to discuss General Bylaw Amendment – Article 30- Volunteer Coordination Committee Amendment until Monday, February 9, 2015 at 7:40 p.m. Ms. Fedele seconded the motion.

The motion was passed 5-0-0.

15-186 Athletic Field Development Plans

Public Works Director Roy Sorenson presented the Selectmen with a PowerPoint presentation regarding Athletic Field Development Plans. The Town of Bedford is struggling to provide adequate athletic fields to meet the increasing popularity of field hockey, soccer and lacrosse coupled with the demands for football and baseball. An Outdoor Recreation Area Study Committee (ORASC) was formed in November of 2012 to find a solution to this problem.

The top recommendation from the Committee was to place synthetic turf on Sabourin Field. Doing this raises the available hours from 40 to 600 hours. Mr. Sorenson went on to say that even with this improvement, there was still a shortfall within the Town. The ORASC study had been looking to close this supply demand gap.

The Town purchased the former St. Michael's property with the thought of constructing two multi-purpose fields. Upon further review, it was concluded that having two fields in this space would be tight and other accommodations would have to be made to make it feasible such as wetland remediation and relocation of a driveway.

Field Partnership suggested that one larger multi-purpose field would be a more attractive option. Multiple sports could use this space and fewer accommodations would have to be made.

Mr. Sorenson stated that the Fields Partnership would continue to work towards improving the fields in the Town and closing the supply demand gap for athletic fields.

Mr. Sorenson said he would be presenting the Selectmen with a contract for Symmes Maini McKee Associates to go ahead with the design for one athletic field at the former St. Michael's property.

Ms. Fedele stated that as a member of the Fields Partnership, she felt comfortable endorsing the design of one field as opposed to two. Ms. Fedele said the Town would be gaining the type of field that is currently lacking in Bedford.

After a lengthy discussion, it was determined that developing one field would be more beneficial to the Town than developing two fields.

15-187 Contract Award
Liljegren Way/Mudge Way Field Site Design
Symmes Maini McKee Associates – Cambridge, MA

Mr. Rosenberg made a motion to approve the contract with Symmes Maini McKee Associates for the design of an athletic field in the amount of \$106,100 contingent upon approval from the Community Preservation Committee. Ms. Fedele seconded the motion.

The motion passed 5-0-0.

15-188 Proposed FY2016 Operating Budget

Town Manager Richard Reed presented the Selectmen with the Proposed FY 2016 Operating Budget. Mr. Reed stated that the recommended FY16 Selectmen Budgets would be \$41,245,628 which is a 5.37% increase over FY15. Mr. Reed said that this total included:

\$25,713,769 in non-discretionary budgets

\$123,401 for Selectmen share of reserve for merit

\$50,000 increase in the Public Works budget for road resurfacing bringing it to \$650,000 in FY16

\$1,750,000 for segregated utilities for all Town buildings

Mr. Reed stated that the Discretionary Selectmen budgets total \$15,531,859 which includes:

\$34,779 - Ambulance Tax Levy Subsidy

\$123,401 - Selectmen share of Merit Article

The discretionary budget would increase by 2.64% in FY16.

Mr. Reed then outlined the FY16 Non-Discretionary Budgets. These items included:

\$10,903,659 - Insurance and Benefits

\$7,531,903 - Principal and Interest

\$3,213,185 - MWRA Sewer Assessment

\$1,665,022 – Water Purchase

\$1,750,000 – Utilities

\$650,000 – Road Resurfacing

Next Mr. Reed discussed the Debt Budget for FY16. He stated that it would increase to \$7,531,903 which is up 3.94% from FY15.

Mr. Reed presented the Selectmen with Contingency Requests for FY16. They are:

\$17,424 to supplement hours for the Healthy Bedford Coordinator position

\$11,588 for the Facilities Department to cover painting demands to maintain the Town Buildings

\$3,500 for a stipend for maintenance in the Facilities Department

Youth and Family Director Sue Baldauf addressed the Selectmen regarding the Healthy Bedford Coordinator position. Ms. Baldauf stated that the person currently working in this position started approximately five years ago. The position is mainly funded through grants. Because of this, the type of work the Healthy Bedford Coordinator performs is guided by the grant funds. Ms. Baldauf wants to see this position get funded by the Town in order to have more community based projects worked on rather than grant driven.

A discussion ensued between the Selectmen and Ms. Baldauf to determine if funding this position was in the Town's best interest. It was decided that the Healthy Bedford Coordinator position adds value by working across many different Committees to achieve a goal that has been deemed important to the citizens of Bedford.

Chair Fleischman stated that the Selectmen's Budget would be presented to the Finance Committee on Thursday, February 5, 2015.

Mr. Siegenthaler made a motion to adopt a budget including the three contingency items for \$15,564,371 for Fiscal Year 2016. Ms. Fedele seconded the motion.

The motion passed 5-0-0.

**15-189 2015 Annual Town Meeting
Review of Draft Warrant
Article Recommendations**

Mr. Reed presented the Selectmen with a draft of the Warrant for Annual Town Meeting. Mr. Reed reminded the Selectmen that the Warrant would be closing on February 17, 2015. Mr. Reed highlighted some of the articles that the Selectmen might wish to discuss.

Article 9 pertains to obtaining more Alcoholic Beverage Licenses for the Town. State Representative Ken Gordon assisted in drafting this article basing it on the model used in Burlington. The first section of the article asks for a blanket number of licenses. The second section outlines what areas of the Town would potentially receive the licenses i.e. center of Town, along Middlesex Turnpike. It was decided that the second section was too limiting and should not be included in Article 9.

Next, Mr. Reed presented Article 10 pertaining to Bond Authorization for the Sewer Force Main Improvement on Bedford Street. Mr. Reed stated that Weston Sampson has estimated the project to be \$4,632,000. Mr. Reed said that a review of last year's bond allocation would be reviewed to see if that could be carried to FY16. Mr. Reed concluded by saying the Bond Authorization for this request might change from \$3.5 million to \$4.5 million.

Article 11 is a request to amend Capital Project 09-17 that was approved at 2008 Annual Town Meeting. The Water Standpipe located on Reeves Road was painted and preparation work has begun to paint the water tank on Crosby Drive. Mr. Reed stated that in order to paint this tank, cellular telephone antennae would have to be moved. The cost would be \$260,000 for construction and \$60,000 for engineering. An additional \$170,000 would be required to complete this project with the tower to accommodate an antennae.

Finally, Mr. Reed spoke to the Selectmen about Article 12 – Capital Projects Plan. Mr. Reed indicated that sources for funding such as general tax levies, Community

Preservation Funding and grants have not been taken into account as of yet. The Finance Committee is suggesting \$2.8 million from tax levy for Capital Projects but that figure is subject to change.

Assistant Town Manager Jessica Porter spoke to the Selectmen about a few changes to the Capital Projects list.

One project that was added was the School Buildings Feasibility Study. This project was originally slated for FY17 but Superintendent Sills stated that it should be moved to FY16. Conversely, the storage room at John Glenn Middle School was removed at the request of Superintendent Sills.

Ms. Porter also stated that there were a number of painting projects that were believed to be Community Preservation Act (CPA) eligible. However upon further discussion with the Department of Revenue, they were deemed ineligible for CPA funding. These projects have been listed to receive funding from tax levies instead.

15-190 Minutes
Regular Session Minutes – January 26, 2015

Mr. Moonan made a motion to approve the Regular Session Minutes of January 26, 2015 as amended. Mr. Rosenberg seconded the motion.

The motion passed 5-0-0.

15-191 Town Manager's Report

Mr. Reed wanted to publicly express his gratitude to the Public Works Department for their efforts during the last two snowstorms. Mr. Reed concluded by saying that once Bedford and the surrounding communities submit data to the Massachusetts Emergency Management agency they might meet a threshold to qualify for federal reimbursement.

15-192 Open Discussion and Selectmen Liaison Reports

Mr. Moonan met recently with Economic Coordinator Alyssa Sandoval to discuss the creation of a Cultural District. Ms. Sandoval had drafted a pro forma application on behalf of the Town to better understand the information that needed to be gathered. Ms. Sandoval organized a meeting at Old Town Hall for Wednesday, February 11, 2015 to brainstorm about providing a walkable district in Bedford to promote retail development.

Mr. Rosenberg inquired as to when the Transportation Advisory Committee member interview would take place as it was postponed due to the snow storm. Mr. Reed stated the interview would take place at the February 17, 2015 Selectmen's Meeting.

Chair Fleischman mentioned the recent passing of Carl Silvestrone. Mr. Silvestrone was a lifelong Bedford resident and employed by the Public Works Department. His wife

Cathy is the Administrative Assistant for the Town's Planning Department. Chair Fleischman informed the Selectmen that there would be a Celebration of Life service for Mr. Silvestrone on February 13, 2015 from 4:30 – 7:00 p.m.

Mr. Moonan made a motion to adjourn. Ms. Fedele seconded the motion.

The motion passed 5-0-0.

The meeting adjourned at 10:40 p.m.